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PART III.

Legislative Measures and Rules thereunder.

NOTIFICATIONS.

No. P. 1269 (1) *Legis.* 26-25-9, *dated* 13*th September* 1926.

Ordered that the accompanying Regulation further to amend the Mysore Civil Courts Regulation which received the assent of His Highness the Maharaja on the sixth day of September 1926, be published as Regulation No. VII of 1926, in the *Mysore Gazette* for general information.

By Order,
G. ABDUL GHANI,
For *Secretary to Government*,
Local and Legislative Departments.

Regulation VII of 1926.

(RECEIVED THE ASSENT OF HIS HIGHNESS THE MAHARAJA ON THE SIXTH DAY OF SEPTEMBER 1926.)

A REGULATION TO AMEND THE MYSORE CIVIL COURTS REGULATION, 1883.

Whereas it is expedient to further amend the Mysore Civil Courts Regulation, 1883, it is hereby enacted as follows:—

After Section 4 of the Regulation the following new sections shall be inserted, *viz*:—

"4 A. The Government of Mysore may, by notification, fix and from time to time vary the number of Subordinate Judges to be appointed for a Subordinate Judge's Court or the number of Munsiffs to be appointed for a Munsiff's Court.

4 B. When more than one Subordinate Judge is appointed to a Subordinate Judge's Court or more than one Munsiff to a Munsiff's Court, one of the Subordinate Judges or the Munsiffs shall be appointed the Principal Subordinate Judge or Principal Munsiff and the others Additional Subordinate Judges or Additional Munsiffs as the case may be.

Each of the Judges appointed to a Subordinate Judge's Court or a Munsiff's Court may exercise all or any of the powers conferred on the Court by this Regulation or any other law for the time being in force.

Subject to the general or special orders of the District Judge, the Principal Subordinate Judge or the Principal Munsiff may, from time to time, make such arrangements as he thinks fit for the distribution of the business of the Court among the various Judges thereof."

MIRZA M. ISMAIL,
Dewan.

No. L. 1774—L. B. 25-26-13, (Encs., Forms 1-15), dated 6th September 1926.

In exercise of the powers conferred on Government by the Mysore Village Panchayet Regulation, it is proposed to issue the following rules.

2. Notice is hereby given that the draft rules will be taken into consideration on or after the 19th September 1926. Any objection or suggestion which may be received from any person with respect to the draft rules before the aforesaid date will be taken into consideration.

DRAFT RULES.

Under Sections 42, 65(1) and (2) (*i*) and (*j*):

Finance and Accounts.

1. All cash transactions to which the Panchayet is a party, must, without any reservation, be brought to account.

2. All collections shall be in the custody of the Chairman of the Panchayet who shall pay them into the Panchayet Fund at least once a week unless the collections in his custody amount to Rs. 100 and more in which case they should be remitted forthwith.

3. No portion of the receipts shall be appropriated for expenditure by the Panchayet and all sums required for expenditure shall be drawn from the Bank, Co-operative Society or other place where the Panchayet Fund is lodged on orders signed by the Chairman. (Form No. 1).

4. The Bank or Society or the person in charge of the Panchayet Fund shall, so far as the funds to the credit of the Panchayet shall admit, pay on all such orders.

5. All remittances to and withdrawals from the Panchayet Fund shall be noted in a pass book (Form No. 2) at the time of each transaction and all entries in the pass book shall be initialed by the authority in charge of the Bank, Society or other place where the Panchayet fund is lodged.

6. The Chairman shall keep a day book (Form No. 3) in which shall be entered day by day all sums received for credit to the Panchayet Fund and all sums disbursed from the Panchayet Fund. The balance on each day in which there is transaction shall be struck and entered in the day book.

7. For all sums received a receipt (Form No. 4) shall be given.

8. For all sums paid a voucher (Form No. 5) shall invariably be taken from the payee.

9. Every receipt and voucher shall be written up in counterfoil books and serially numbered and the number of each receipt and voucher shall be entered against the corresponding entry in the day book.

10. The day book shall be added up and balanced at the end of each month and shall be signed by the Chairman.

11. The Chairman shall certify every month the balance in the day book to be correct and specify the custody in which the balance is held and shall forward a copy of the day book for each month to the Amildar so as to reach him on or before the 5th of the next month.

12. At every monthly meeting of the Panchayet the day book, the receipt books, and the vouchers in support of all payments made, the pass book showing the amount at the credit of the Panchayet lodged and the cash on hand with the Chairman, shall be placed before the Panchayet.

13. A record shall be made in the proceedings of the monthly meeting of the Panchayet of the total receipts, expenditure, and balance approved and passed by the Panchayet.

14. The Amildar shall, in his office, have the income and expenditure of every Panchayet in his Taluk, classified under the several heads of account. (Forms Nos. 6 and 6A).

Permanent Advance.

15. For the purpose of meeting petty payments, such sum not exceeding Rs. 50 as may be determined by the Amildar shall be drawn once for all from the Panchayet Fund to be held as permanent advance by the Chairman.

16. The amount so drawn should be debited in the account and an acknowledgment in the following form shall be obtained from the Chairman by the Amildar and filed in his office, a similar acknowledgment being obtained whenever there is a change in the personnel of the Chairman:—

"I hold a permanent advance of Rs..... (in words).....which sum is due from me to the Panchayet Fund and I am personally responsible for the amount."

Date. Signature.

17. Petty payments out of permanent advance will be recouped as often as required.

18. No expenditure out of permanent advance shall remain unrecouped on the last day of the month.

19. A separate account of the permanent advance shall be kept and the expenditure recorded out of it as incurred from day to day shall be entered in the day book when recoupment is made against the date of such recoupment.

Deposits.

20. A registrar of all deposits (Form No. 7) paid to the credit of the Panchayet shall be maintained by the Chairman.

21. The deposit balance shall not be drawn upon to meet charges debitable to the general funds of the Panchayet.

22. Deposits, if any, given as securities by the Panchayet employees shall not be refunded till after the expiry of six months from the date on which the depositor ceases to be in service under the Panchayet.

Public Works.

23. An estimate (Form No. 8) shall be prepared which should be sanctioned by competent authority before any new work or repair is undertaken, and no works shall be commenced in the absence of a sanctioned estimate therefor.

24. To facilitate the preparation of estimates, a schedule of approved rates for each kind of work commonly executed by Panchayets shall be prepared and kept up to date by the Deputy Commissioner in consultation with the Executive Engineer. A copy of the schedule shall be furnished by the Deputy Commissioner to every Amildar and Chairman.

25. Works once commenced shall have preference over those not commenced, and shall be proceeded with until completion from year to year without fresh sanction.

26. Works should, as far as possible, be carried out by contract.

27. For every work given on contract and costing over Rs. 20, a deed of agreement on stamped paper shall be taken.

28. All estimates and allotments shall be entered in a register of works (Form No. 9) and the expenditure incurred recorded therein.

29. Works which do not require special skill and which are not estimated to cost more than Rs. 100 may, with the approval of the Panchayet, be done by daily labour and in such cases payments may be made daily by the Chairman or Secretary on a nominal monthly roll which should be written up by him.

30. Works done shall be paid for from the permanent advance as often as it is necessary.

Powers of sanction.

31. Panchayets are competent to sanction all expenditure within budget limits except in the following cases:—

(1) Estimates for original Public Works exceeding Rs. 100.

(2) Creation of any appointment on pay exceeding Rs. 7 a month.

32. In all cases of expenditure beyond the limits of sanction of the Panchayets, the Amildar shall be competent to sanction the charge provided the approval

(1) of the Deputy Commissioner shall be obtained in the case of estimates for original Public Works costing more than Rs. 500;

(2) of the Sanitary authority for the District shall be obtained in the case of all sanitary works.

Audit.

33. The Comptroller shall, from time to time, issue such instructions as may be necessary for the proper auditing of the accounts of the Panchayets.

34. The Inspector of Panchayets shall inspect and audit in detail at least once a year the receipts and expenditure of every Panchayet in the Taluk or Taluks under his charge and take prompt steps in consultation with the Chairman, to rectify all irregularities and errors.

35. The Chairman of the Panchayet shall for the purposes of such inspection and audit cause to be produced all such registers, and other documents, and furnish all such information, as the Inspector may require.

36. The Inspector shall act according to the instructions issued by the Comptroller from time to time for auditing the accounts.

Under Sections 41 and 65 (2) (b).

Budgets.

37. The Panchayet shall prepare the annual Budget estimates of its receipts and expenditure for the ensuing year (Form No. 10) and forward the same to the Amildar with explanation for all important variations in figures.

38. It is not necessary that the Panchayet should provide for expenditure in the Budget for every year. Funds should not generally be frittered away on establishments and minor works.

39. The funds available should, as far as possible, as a general rule, be accumulated for carrying out permanent improvements to the village.

40. When funds permit, provision may be made for lighting the village and for miscellaneous improvements and the estimates of expenditure may include as many optional items as are approved by the Panchayet, provided that the estimated closing balance does not fall short of one-sixth of the estimated normal income of the year.

41. Incomplete Works which are not abandoned by the panchayet, shall have preference over new works.

42. The estimates for receipts and for varying charges, should be based on the average of the past three years. The average, however, is only to be regarded as a guide and any increase or decrease should be clearly explained.

43. All expenditure during the course of the year must be regulated in accordance with the allotments in the sanctioned budgets.

44. The Amildar may sanction allotments from balances for expenditure, when absolutely necessary, provided that the re-estimated closing balance does not fall below one-sixth of the estimated normal income of the year.

Under Sections 46 and 65 (2) (j).

Administration Report.

45. A brief report on the working of the Panchayets in the Taluk in the preceding year shall be drawn up by the Amildar and submitted to the Deputy Commissioner on or before the 15th August every year.

46. The report should be as brief as possible and it should contain information on the following points and a statement of noteworthy facts in the history of the year's administration with explanation of large variations in statistics as compared with the previous year:—

(1) Constitution.

(2) Meetings.

(3) Elections.

(4) Financial results.
(5) Income with explanation for variations.
(6) Taxation, fresh imposts and variations in the rates of taxes, cesses or fees.
(7) Demand, collection, remission and arrears.
(8) Expenditure with explanation for variation.
(9) Closing balances.
(10) Progress in Sanitary arrangements and drainage.
(11) Progress in the execution of public works—description of and expenditure on original works of importance.
(12) Works done by the State Public Works Department.
(13) Lapses under Public Works.
(14) State of water supply and action taken to improve the same.
(15) Contributions from private persons and grants from Government and District Board and their utilisation.
(16) Cattle pounds.
(17) Important schemes under consideration of the Panchayets.
(18) Names of gentlemen who evinced conspicuous practical interest in the administration of the Panchayet.

47. The report shall be accompanied by the following statements :—

I. Statement (Form No. 11) showing the constitution of the Panchayets.
II. Statement (Form No. 12) showing the details of income of the Panchayets.
III. Statement (Form No. 13) showing the details of expenditure of the Panchayets.
IV. Statement (Form No. 14) showing the details of balances and investments and custody of Panchayet Fund.
V. Statement (Form No. 15) showing the results of prosecutions for offences under the Village Panchayet Regulation and rules thereunder.

48. The review of the Deputy Commissioner on the working of the Panchayets in the District should be submitted to Government on or before the 30th September every year together with the consolidated statements for all the Panchayets in the District in the forms prescribed in rules Nos. 46 and 47 above.

By Order,
B. NAGAPPA,
Secretary to Government,
Local and Legislative Departments

FORM 1.

(SEE RULE 3).

Order for withdrawal of amounts from the fund of the.....
.....Village Panchayet,.....Hobli,.....
..... Taluk.

No.....

To

.....
.....

Please pay the bearer Rupees....
.....
and debit the amount to the fund of the Village Panchayet.

Chairman of the.....
Village Panchayet.

Date.....
Place.....

No.....

To

.....
.....

Please pay the bearer Rupees....
.....
and debit the amount to the fund of the Village Panchayet.

Chairman of the.....
Village Panchayet.

Date.....
Place.....

FORM 2.

(SEE RULE 5).

Pass Book of the..... Village Panchayet,.....
.....Hobli,..... .....Taluk.

Date	Amount lodged or withdrawn (to be entered in words.)	Amount lodged	Amount withdrawn	Balance at credit	Initials of the Banker
1	2	3	4	5	6
		Rs. a. p.	Rs. a. p.	Rs. a. p.	

FORM 3.

(SEE RULE 6).

Day Book of the..... ..Village Panchayet,.....
.....Hobli,..... .....Taluk.

Receipts					Expenditure				
Date	Receipt number	Particulars	Amount received	Daily total	Date	Voucher number	Particulars	Amount paid	Daily total
1	2	3	4	5	6	7	8	9	10
			Rs. a. p.	Rs. a. p.				Rs a. p.	Rs a. p.

FORM 4.

(SEE RULE 7).

Acknowledgment for receipt of money.

Receipt No.....

Office of the Village Panchayet of.....

Date.....

Received from.....

rupees.....on account of..

.....

Chairman or Secretary.

Acknowledgment for receipt of money.

Receipt No.....

Office of the Village Panchayet of.....

Date.....

Received from.....

rupees.....on account of..

.....

Chairman or Secretary.

FORM 5.

(SEE RULE 8).

Payee's Receipt.

No.....

Received this day..... of.....19—19
from the Chairman of the.....Village Panchayet,
.....Hobli,.....Taluk, the sum of rupees
.....on account of.....

Receipt stamp for sum above Rs. 20.

Payee's signature.

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FORM 6.

(SEE RULE 14)

Classified Register of receipts of the.....Village Panchayet, ...Hobli,.....Taluk.

Month	Date	Heads of receipts													
		House tax	Tax on shops and places of trade or business	Cart tax	Tax on vacant sites and hithals	Other taxes, cesses or rates	Licence fees	Other fees	Cattle pounds	Fines	Grants and contributions	Other items	Deposits	Advances	Total
		1	2	3	4	5	6	7	8	9	10	11	12	13	14
		Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.

FORM 6A.

(See Rule 14).

Classified Register of expenditure of the..... Village Panchayet,..... Hobli,..... Taluk.

Month	Date	Office charges	Collection charges	Conservancy and sanitation	Water supply and maintenance	Public works	Medical relief	Lighting charges	Cattle pounds	Other charges	Deposits	Advances.	Total
1	2	3	4	5	6	7	8	9	10	11	12	13	14
		Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.

FORM 7.

(SEE RULE 20).

Register of deposits received by the.....Village Panchayet,.....Hobli,.....Taluk.

Serial No.	Date of receipt	From whom received	Nature of deposit	Amount of deposit	Number of receipts issued	Date	Details of repayment		Initials of Secretary or Chairman
							Amount repaid	Balance at credit	
1	2	3	4	5	6	7	8	9	10
				Rs. a. p.			Rs. a. p.	Rs. a. p.	

FORM 8.

(SEE RULE 23.)

Estimate for public works.

Detail of work	No.	Measurement			Contents	Total quantity of each description of work	Rate	Cost	Remarks
		Length	Breadth or thickness	Hight or depth			Rs. a. p.	Rs. a. p.	

Sanctioned for rupees.....

Date.....

Designation and Signature

Date.....

Station.....

Signature of Chairman.

FORM 9.

(SEE RULE 28.)

Register of works executed by the ..... Village Panchayet, ... Hobli, ... Taluk.

Serial No.	Nature and description of work	Date of commencement of work	Amount of estimate	Outlay to the end of previous year	Current year's allotment	Payments during the year												Total	Date of completion of work
						July	August	September	October	November	December	January	February	March	April	May	June		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20

FORM 10.

(SEE RULE 37.)

Budget estimates of the.....Village Panchayet, Hobli.....Taluk.

A. *Details of estimates of income.*

Items of Receipts	For current year			For the year of budget			Explanation for variation
	Opening balance of arrears	New demand	Amount expected to be collected	Opening balance of arrears	New demand	Amount estimated to be collected	
1	2	3	4	5	6	7	8
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	
1. House-tax							
2. Tax on shops and places of trade or business.							
3. Cart tax ..							
4. Tax on vacant sites and hittals.							
5. Other taxes, cesses or rates							
6. License fees							
7. Other fees							
8. Cattle pounds ..							
9. Fines							
10 Grants and contributions ..							
11. Other items							
12. Deposits							
13. Advances							
Total Receipts ..							
Opening Balance ..							

B. *Details of estimates of expenditure.*

Items of Expenditure	Estimates for the current year	Estimates for the year of budget	Explanation for variation
1	2	3	4
	Rs.	Rs.	Rs.
1. Office charges ..			
2. Collection charges ..			
3. Conservancy and sanitation			
4. Water-supply and maintenance.			
5. Public works			
6. Medical relief			
7. Lighting charges ..			
8. Cattle pounds			
9. Other items			
10. Deposits			
11. Advances			
Total Expenditure ..			
Closing Balance ..			
Grand Total ..			

FORM 10 (*contd*).

C. Statement showing the details of establishment and other recurring charges.

Item	Number	Rate per mensem	Total per mensem	Total per year
1	2	3	4	5
		Rs.	Rs.	Rs.
Total ..				

D. Statement showing the details of expenditure on Public Works.

Name of work	Amount of estimate	Total estimated outlay up to the end of current year	Grant expected from			Estimated outlay during the year of budget	Remarks
			Government	District Board	Other sources (to be specified)		
1	2	3	4	5	6	7	8
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
Total ..							

FORM 11.

(SEE RULE 47.)

Statement showing the constitution of the Village Panchayets in the..... ...Taluk for the year 19 -19

Hobli	Serial No.	Names of Panchayets	Date of constitution	Number of villages under the jurisdiction of the Panchayet	Sanctioned strength of members			Number of members on the last day of the year			Number of meetings held				Average attendance at each meeting	Whether there is an elected Chairman for the Panchayet	Whether there is a Secretary for the Panchayet
					Elected	Nominated	Total	Elected	Nominated	Total	Ordinary	Adjourned	Special	Total			
1	2	3		5	6	7	8	9	10	11	12	13	14	15	16	17	18
		Total for the Taluk ..															

8 D.

FORM 12.

(See Rule 47.)

Statement showing the details of income of the Panchayet in the..... ...Taluk for the year 19 -19 .

Hobli	Serial No.	Names of Panchayets	House tax	Tax on shops and places of trade or business	Cart tax	Tax on vacant sites and hittals	Other taxes, cesses or rates	License fees	Other fees	Cattle pounds	Fines	Grants and contributions	Other items	Deposits	Advances	Total income	Opening balance	Grand total	Income for the previous year	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
			Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	
		Total for the Taluk ..																		

FORM 13.

(SEE RULE 47).

Statement showing details of expenditure of the Village Panchayets in the.....Taluk for the year 19 -19

Hobli	Serial No.	Names of Panchayets	Office charges	Collection charges	Conservancy and sanitation	Water-supply and maintenance charges	Public works	Medical relief	Lighting charges	Cattle pounds	Other items	Deposits	Advances	Total expenditure	Closing balance	Grand total	Expenditure for the previous year	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
			Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	
		Total for the Taluk ...																

FORM 14.

(See Rule 47.)

Statement showing details of balances and investments and custody of Panchayet Funds in the.....Taluk for the year 19 -19

Hobli	Serial No.	Names of Panchyets	Closing balance under				Details of custody of closing balance					
			Deposits	Advances	Other heads (to be specified)	Total	In Government Treasury	In Government Savings Banks	In Postal Savings Bank	With Chairman or Secretary	In other places (to be specified)	Total
1	2	3	4	5	6	7	8	9	10	11	12	13
			Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
		Total for the Taluk ..										

FORM 15.

(See Rule 47.)

Statement showing the results of prosecutions under the Village Panchayet Regulation and the rules thereunder in the.....Taluk during the year 19 -19

Hobli	Serial No.	Names of Panchayets	Section or rule under which offence committed	Nature of offence	Number of persons pending trial at the beginning of the year	Number of persons newly prosecuted during the year	Total number	Number of persons acquitted or discharged	Number of persons with whom offences were compounded	Number of persons against whom cases were withdrawn	Fines imposed	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13
		Total for the Taluk										